

The following checklists provide a concise description of the education, experience, and training required to meet the standards for certification in acquisition career fields. The Under Secretary of Defense for Acquisition and Technology (USD(A&T)) has approved these checklists for the acquisition workforce under the authority of DoD Directive 5000.52, "Defense Acquisition Education, Training and Career Development Program." They are for use from October 1, 1999, through September 30, 2000. DoD components are responsible for ensuring that workforce personnel are trained to qualify for their current assignments, to prepare them for more responsible jobs, and to cross-train them for assignments in other acquisition fields. All courses that may be taken to meet Defense Acquisition Workforce Improvement Act (DAWIA) certification requirements for FY 1998 are included in this appendix.

The USD(A&T) also has designated certain courses that provide knowledge required to perform certain acquisition duties. These assignment-specific courses are presented in [Appendix D](#). Each checksheet includes a logic diagram indicating the flow and relational aspects of the standards. Mandatory standards are indicated by boxes which can be checked (☐) or, when options are available, by circles (☐) . Standards which are designated as “Desired” are so identified. Individuals may be certified into an acquisition career level when all mandatory standards have been met.

The check sheets incorporate other information useful for determining how the standards may be met, and which courses, if taken in the past, may be used to satisfy current standards. Personnel Data System (PDS) codes used to track training in automated personnel systems are included for each of the courses. They are shown in square brackets “[]” after the course title. Predecessor courses, i.e. discontinued courses that satisfy the current training requirements, and equivalent courses for certification purposes are provided in [Appendix A](#).

Course descriptions are provided in [Chapter 5](#) of this catalog, and instructions for registering for classes are provided in [Chapter 2, section B](#). DAU uses the Army Training Requirements and Resources System (ATRRS) for centralized registration in all of its classes. Class schedules are maintained in ATRRS and should be available through your local training office. Up-to-date class schedules are also made available for downloading from the [DAU World Wide Web home page](#).

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ACQUISITION LOGISTICS

ACQUISITION LOGISTICS - LEVEL 1

EDUCATION:

- ☐ (Desired) Baccalaureate degree in technical, scientific, or managerial field

EXPERIENCE:

- ☐ One year of acquisition experience

TRAINING:

- ☐ [ACQ 101 Fundamentals of Systems Acquisition Mgmt \[BU5\]](#)

- ☐ [LOG 101 Acquisition Logistics Fundamentals \[JR1\]](#)

Prerequisite: ACQ 101 Fundamentals of Systems Acquisition Management [BU5]

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ACQUISITION LOGISTICS - LEVEL 2

EDUCATION:

- ☐ (Desired) Baccalaureate degree in a technical, scientific or managerial field

EXPERIENCE:

- ☐ Two years of acquisition logistics experience
- ☐ (Desired) An additional two years of acquisition logistics experience

TRAINING:

- ☐ [ACQ 201 Intermediate Systems Acquisition \[JHA\]](#)

Prerequisite: ACQ 101 Fundamentals of Systems Acquisition Mgmt [BU5]

- ☐ [LOG 201 Intermediate Acquisition Logistics \[JR3\]](#)

Prerequisites:

LOG 101 Acquisition Logistics Fundamentals [JR1]
ACQ 201 Intermediate Systems Acquisition [JHA]

- ☐ [LOG 203 Reliability and Maintainability \[AKA\]](#)

Prerequisite: ACQ 201 Intermediate Systems Acquisition [JHA]

- ☐ Complete ONE of:

- ☐ [LOG 204 Configuration Management \[QMB\]](#)

Prerequisite: ACQ 201 Intermediate Systems Acquisition [JHA]

- ☐ [LOG 205 Provisioning \[QM7\]](#)

Prerequisites:

ACQ 201 Intermediate Systems Acquisition [JHA]
LOG 201 Intermediate Acquisition Logistics [JR3]

- ☐ (Desired) [SYS 201 Intermediate Systems Planning, Research, Development and Engineering \[BE2\]](#)

Prerequisites:

ACQ 201 Intermediate Systems Acquisition [JHA]

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ACQUISITION LOGISTICS - LEVEL 3

EDUCATION:

- ☐ (Desired) Master's degree in a technical, scientific, or managerial field

EXPERIENCE:

- ☐ Four years of acquisition logistics experience.
☐ (Desired) An additional four years of acquisition logistics experience

TRAINING:

- ☐ [LOG 304 Executive Acquisition Logistics Management \[AH1\]](#)

Prerequisites:

ACQ 201 Intermediate Systems Acquisition [JHA]

LOG 201 Intermediate Acquisition Logistics [JR3]

LOG 203 Reliability and Maintainability [AKA]

ONE of: LOG 204 Configuration Management [QMB] or LOG 205 Provisioning [QM7]

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AUDITING

AUDITING - LEVEL 1

EDUCATION:

- ☐ Have ONE of:
- ☐ A Baccalaureate degree in accounting
 - ☐ A Baccalaureate degree in a related field, such as business administration or finance, which included or was supplemented by 24 semester hours in accounting
 - ☐ At least four years of experience in accounting
 - ☐ An equivalent combination of accounting experience, college education and training

EXPERIENCE:

- ☐ Either
- ☐ Meet OPM Qualification Standards for entry into the series
 - ☐ Baccalaureate degree with 24 semester hours in accounting
- ☐ (Desired) Accounting/auditing work experience in industry or public accounting

TRAINING:

- ☐ [AUD 1130 Technical Indoctrination \[PC6\]](#)

Prerequisites:

AUD 1111 Orientation to Contract Auditing

AUD 1124 Audit Applications of FAR Part 31

- ☐ (Desired) AUD 6115 Effective Report Writing

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AUDITING - LEVEL 2

EDUCATION:

- ☐ Entry below GS-9 - Complete Level 1 requirements
- ☐ Entry at GS-9 - Complete Level 1 requirements and ONE of:
 - ☐ All requirements for a Master's degree or equivalent
 - ☐ Two full years of graduate education
- ☐ (Desired) Beginning graduate studies leading to a Master's degree in accounting, business administration, management, or a related field
- ☐ (Desired) Professional certification (CPA, CMA, CIA, CISA)

EXPERIENCE:

- ☐ Auditing experience of increasing complexity and responsibility
- ☐ (Desired) Experience performing increasingly complex audits for normal progression and with increasing independence

TRAINING:

- ☐ Complete ONE of
 - ☐ [AUD 1320 Intermediate Contract Auditing \[JR7\]](#)
Prerequisites:
AUD 1130 Technical Indoctrination [PC6]
AUD 1280 Fraud Prevention and Detection
 - ☐ [AUD 4120 Statistical Sampling \[QPO\]](#)
Prerequisite: AUD 1130 Technical Indoctrination [PC6]
 - ☐ [AUD 4230 Graphic, Computational, and Improvement Curve Analysis Techniques \[QPC\]](#)
Prerequisite: AUD 1130 Technical Indoctrination [PC6]
- ☐ (Desired) Any courses among
 - ☐ AUD 1430 Accounting and Auditing Update
 - ☐ AUD 1560 Emerging Cost Accounting Issues
 - ☐ AUD 5632 Computer Billing Algorithms
 - ☐ AUD 5650 Basic Data Retrieval - DATATRAK
 - ☐ AUD 5720 EDP Internal Control Reviews and JCL
 - ☐ AUD 6220 Auditor Interview & Interpersonal Reactions
 - ☐ AUD 6240 Oral Presentation Workshop

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AUDITING - LEVEL 3

EDUCATION:

- ☐ Complete Level 2 requirements
- ☐ (Desired) Master's degree in accounting, business administration, management, or a related field

EXPERIENCE:

- ☐ Meet all Level 1 and 2 requirement qualification standards from OPM Qualification Standards Handbook. Supervisory auditors must also meet additional OPM qualifications.
- ☐ (Desired) Assignments in a variety of organizational settings

TRAINING:

- ☐ [AUD 8560 DCAA Supervisory Skills Workshop \[CBJ\]](#)
(Mandatory for all supervisory personnel)

☐ (Desired) Complete ONE of:

- ☐ AUD 1275 Advanced Cost Management Systems
 - ☐ AUD 4030 Quantitative Methods for Managers
 - ☐ AUD 5640 Electronic Data Processing for Managers
 - ☐ [CON 301 Executive Contracting \[BB3\]](#)
- Prerequisites: Level II Contracting Courses

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BUSINESS, COST ESTIMATING AND FINANCIAL MANAGEMENT

BUSINESS, COST ESTIMATING AND FINANCIAL MANAGEMENT - LEVEL 1

EDUCATION:

☐ (Desired) Baccalaureate degree

EXPERIENCE:

☐ One year of acquisition experience in business, cost estimating, or financial management

TRAINING:

☐ [ACQ 101 Fundamentals of System Acquisition Management \[BU5\]](#)

☐ Complete TWO of:

☐ [BCF 101 Fundamentals of Cost Analysis \[Q1A\]](#)

(Previously BCE 101, Fundamentals of Cost Analysis)

Prerequisite: ACQ 101 Fundamentals of Systems Acquisition Mgmt [BU5]

☐ [BCF 102 Fundamentals of Earned Value Management \[Q1B\]](#)

(Previously BFM 102, Contract Performance Management Fundamentals)

Prerequisite: ACQ 101 Fundamentals of Systems Acquisition Mgmt [BU5]

☐ [BCF 103 Fundamentals of Business Financial Management \[PGC\]](#)

(Previously BFM 201, Systems Acquisition Funds Management)

Prerequisite: ACQ 101 Fundamentals of Systems Acquisition Mgmt [BU5]

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BUSINESS, COST ESTIMATING AND FINANCIAL MANAGEMENT - LEVEL 2

EDUCATION:

☐ (Desired) Baccalaureate degree

EXPERIENCE:

☐ Two years of acquisition experience in business, cost estimating, or financial management

☐ (Desired) An additional two years in business, cost estimating, or financial management

TRAINING:

☐ [ACQ 201 Intermediate Systems Acquisition \[JHA\]](#)

Prerequisite: ACQ 101 Fundamentals of Systems Acquisition Mgmt [BU5]

☐ [BCF 205 Contractor Finance for Acquisition Managers \[Q2A\]](#)

(Previously BFM 204, Contractor Finance for Acquisition Managers [Q2A])

☐ Complete ONE (not previously taken at Level I) of:

☐ [BCF 101 Fundamentals of Cost Analysis \[Q1A\]](#)

(Previously BCE 101, Fundamentals of Cost Analysis)

Prerequisite: ACQ 101 Fundamentals of Systems Acquisition

Mgmt [BU5]

☐ [BCF 102 Fundamentals of Earned Value Management \[Q1B\]](#)

(Previously BFM 102, Contract Performance Management Fundamentals)

Prerequisite: ACQ 101 Fundamentals of Systems Acquisition

Mgmt [BU5]

☐ [BCF 103 Fundamentals of Business Financial Management \[PGC\]](#)

(Previously BFM 201, Systems Acquisition Funds Mgmt [PCW])

Prerequisite: ACQ 101 Fundamentals of Systems Acquisition

Mgmt [BU5]

☐ Complete ONE (related to specific job duties) of:

☐ [BCF 203 Intermediate Earned Value Management \[Q2G\]](#)

(Previously BFM 203, Intermediate Contract Performance Mgmt)

Prerequisite: BCF 102 Fundamentals of Earned Value Mgmt

[Q1B]

☐ [BCF 204 Intermediate Cost Analysis \[Q2B\]](#)

(Previously BCE 204, Intermediate Cost Analysis)

Prerequisite: BCF 101 Fundamentals of Cost Analysis [Q1A]

☐ [BCF 211 Acquisition Business Management \[PGD\]](#)

Prerequisites:

BCF 102 Fundamentals of Earned Value Mgmt [Q1B],

BCF 103 Fundamentals of Business Financial Management

[PGC]

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BUSINESS, COST ESTIMATING AND FINANCIAL MANAGEMENT - LEVEL 3

EDUCATION:

☐ (Desired) Baccalaureate degree with 24 semester hours in accounting, business finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods or organization and management

☐ (Desired) Master's degree

EXPERIENCE:

☐ Four years of acquisition experience in business, cost estimating, or financial management

☐ (Desired) An additional four years of acquisition experience in business, cost estimating, or financial management

TRAINING:

☐ [BCF 301 Business, Cost Estimating and Financial Management Workshop \[BZF\]](#)

Prerequisites:

ACQ 201 Intermediate Systems Acquisition [JHA],

BCF 101 Fundamentals of Cost Analysis [Q1A],

BCF 102 Fundamentals of Earned Value Mgmt [Q1B],

BCF 103 Fundamentals of Business Financial Mgmt [PGC]

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COMMUNICATIONS - COMPUTER SYSTEMS

COMMUNICATIONS - COMPUTER SYSTEMS - LEVEL 1

EDUCATION:

- ☐ (Desired) Baccalaureate degree, preferably with a major in computer science, management of automated information systems, business administration, or a related field

EXPERIENCE:

- ☐ One year of acquisition experience in communications/computer systems

TRAINING:

- ☐ [ACQ 101 Fundamentals of Systems Acquisition Management \[BU5\]](#)

- ☐ [IRM 101 Basic Information Systems Acquisition \[JHD\]](#)

Prerequisite: ACQ 101 Fundamentals of System Acquisition Management [BU5]

COMMUNICATIONS - COMPUTER SYSTEMS - LEVEL 2

EDUCATION:

- ☐ (Desired) Master's degree, preferably with a major in computer science, management of automated information systems, business administration, or a related field

EXPERIENCE:

- ☐ Two years of acquisition experience, at least one year of this experience must be in communications/computer systems

- ☐ (Desired) An additional two years of communication/computer systems acquisition experience, preferably in a program office or similar organization

TRAINING:

- ☐ [ACQ 201 Intermediate Systems Acquisition \[JHA\]](#)

Prerequisite: ACQ 101 Fundamentals of Systems Acquisition Mgmt [BU5]

- ☐ [IRM 201 Intermediate Information Systems Acquisition \[QN5\]](#)

Prerequisites:

IRM 101 Basic Information Systems Acquisition [JHD] (After Oct 1, 1998)

ACQ 201 Intermediate Systems Acquisition [JHA]

COMMUNICATIONS - COMPUTER SYSTEMS - LEVEL 3

EDUCATION:

- ☐ (Desired) Master's degree, preferably with a major in computer science, management of automated information systems, business administration, or a related field

EXPERIENCE:

- ☐ Four years of communications/computer acquisition experience, of which at least two years must be in a program office or similar organization (Dedicated matrix support to a PM or PEO, DCMC program integrator, or Supervisor of Shipbuilding)

- ☐ (Desired) Four additional years of communications and/or computer systems acquisition experience

TRAINING:

- ☐ [IRM 303 Advanced Information Systems Acquisition \[BZE\]](#)

Prerequisite: IRM 201 Intermediate Information Systems Acquisition [QN5]

☐ (Desired) [PMT 302 Advanced Program Management \[BU1\]](#)

Prerequisite: ACQ 201 Intermediate Systems Acquisition [JHA]

[to top](#) **CONTRACTING****CONTRACTING - LEVEL 1****EDUCATION:**☐ Have ONE of:☐ Baccalaureate degree☐ At least 24 semester hours (DANTES or CLEP equivalency exams may be included) among: accounting, law, business finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, organization and management☐ At least 10 years of acquisition experience (as of 1 Oct 1991)**EXPERIENCE:**☐ One year of contracting experience**TRAINING:**☐ [CON 101 Basics of Contracting \[BDQ\]](#)☐ [CON 104 Principles of Contract Pricing \[BDR\]](#)

Prerequisite: CON 101 Basics of Contracting [BDQ]

CONTRACTING - LEVEL 2**EDUCATION:**☐ Have ONE of:☐ Baccalaureate degree☐ At least 24 semester hours (DANTES or CLEP equivalency exams may be included) among: accounting, law, business finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, organization and management☐ At least 10 years acquisition experience (as of 1 Oct 91)☐ (Desired) Graduate studies in business administration or procurement**EXPERIENCE:**☐ Two years contracting experience☐ (Desired) An additional two years of contracting experience**TRAINING:**☐ [CON 202 Intermediate Contracting \[PGE\]](#)

Prerequisite: CON 104, Principles of Contract Pricing [BDR]

☐ [CON 204 Intermediate Contract Pricing \[BU6\]](#)

(Previously CON 231, Intermediate Contract Pricing)
Prerequisite: CON 104, Principles of Contract Pricing [BDR]

☐ [CON 210 Government Contract Law \[BDP\]](#)

(Previously CON 201, Government Contract Law)
Prerequisites: CON 101, CON 104

CONTRACTING - LEVEL 3

EDUCATION:

☐ Have ONE of:

☐ Baccalaureate degree

☐ At least 24 semester hours (DANTES or CLEP equivalency exams may be included) among: accounting, law, business finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, organization and management

☐ At least 10 years acquisition experience (as of 1 Oct 91)

☐ (Desired) Master's degree in Business Administration or Procurement

EXPERIENCE:

☐ Four years contracting experience

☐ (Desired) An additional four years of contracting experience

TRAINING:

☐ [CON 301 Executive Contracting \[BB3\]](#)

Prerequisite: Level II Contracting Courses
(Should be taken every 3-5 years as a refresher, but does not have to be repeated to maintain certification)

☐ [CON 333 Management for Contracting Supervisors \[BU7\]](#)

Prerequisite: At least one year contracting experience after Contracting Level II certification

☐ (Desired) 2 weeks Management and Leadership Training
(Not currently provided by DAU - See local training support office)

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INDUSTRIAL/CONTRACT PROPERTY MANAGEMENT

INDUSTRIAL/CONTRACT PROPERTY MANAGEMENT - LEVEL 1

EDUCATION:

☐ (Desired) Have one of:

☐ Baccalaureate degree

☐ At least 24 semester hours (DANTES or CLEP equivalency exams may be included) among: accounting, law, business finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, organization and management

EXPERIENCE:

☐ One year of experience in acquisition

TRAINING:

☐ [IND 101 Contract Property Administration Fundamentals \[PDM\]](#)

☐ [IND 102 Contract Property Disposition \[PDO\]](#)

☐ [IND 103 Contract Property Systems Analysis \[BRL\]](#)

Prerequisite: IND 101 Contract Property Administration Fundamentals [PDM]

☐ [CON 101 Basics of Contracting \[BDQ\]](#)

INDUSTRIAL/CONTRACT PROPERTY MANAGEMENT - LEVEL 2

EDUCATION:

☐ (Desired) Have one of:

☐ Baccalaureate degree

☐ At least 24 semester hours (DANTES or CLEP equivalency exams may be included) among: accounting, law, business finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, organization and management

EXPERIENCE:

☐ Two years of experience in an industrial property management acquisition position

☐ (Desired) An additional 2 years of experience in an industrial property management acquisition position

TRAINING:

☐ [IND 201 Intermediate Contract Property Administration \[PDN\]](#)

Prerequisite: IND 103 Contract Property Systems Analysis [BRL]

☐ [IND 202 Contract Property Management Seminar \[BRM\]](#)

(Should be taken every 3-5 years as a refresher, but does not have to be repeated to maintain certification)

Prerequisite: IND 201 Intermediate Contract Property Administration [PDN]

☐ [CON 210 Government Contract Law \[BDP\]](#)

(Previously CON 201 Government Contract Law [BDP])

Prerequisites: CON 101, CON 104

☐ [CON 202 Intermediate Contracting \[PGE\]](#)

Prerequisite: CON 104 Principles of Contract Pricing [BDR]

INDUSTRIAL/CONTRACT PROPERTY MANAGEMENT - LEVEL 3

EDUCATION:

☐ (Desired) Have both of:

Baccalaureate degree

AND at least 24 semester hours (DANTES or CLEP equivalency exams may be included) among: accounting, law, business finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, organization and management

EXPERIENCE:

- ☐ Four years of experience in industrial property management acquisition positions of increasing responsibility and complexity
- ☐ (Desired) Four additional years of experience in industrial property management acquisition positions

TRAINING:

- ☐ [CON 301 Executive Contracting \[BB3\]](#)
Prerequisites: CON 202, CON 204, CON 210
(Should be taken every 3-5 years as a refresher, but does not have to be repeated to maintain certification)
- ☐ [CON 333 Management for Contracting Supervisors \[BU7\]](#)
Prerequisite: At least one year experience in industrial property management after
Industrial Property Management Level II certification
- ☐ [IND 202 Contract Property Management Seminar \[BRM\]](#)
Prerequisite: IND 201 Intermediate Contract Property Administration [PDN]
(Should be taken every 3-5 years as a refresher, but does not have to be repeated to maintain certification)

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MANUFACTURING, PRODUCTION, & QUALITY ASSURANCE

MANUFACTURING, PRODUCTION, & QUALITY ASSURANCE - LEVEL 1

EDUCATION:

None mandatory

EXPERIENCE:

- ☐ One year of acquisition experience in engineering, manufacturing, production, or quality assurance
- ☐ (Desired) At least four weeks (cumulative) rotational assignments at a contractor and/or Government industrial facility to include experience in quality, manufacturing, engineering, and contracting

TRAINING:

- ☐ [ACQ 101 Fundamentals of Systems Acquisition Management \[BU5\]](#)
- ☐ [PQM 101 Production and Quality Management Fundamentals \[BU2\]](#)
Prerequisite: ACQ 101 Fundamentals of Systems Acquisition Mgmt [BU5]

The Manufacturing and Production career field and the Quality Assurance career field were merged effective 1 January 1995. The new career field was designated Manufacturing, Production and Quality Assurance and certification requirements became identical for personnel from both former career fields. Level I, II and III certifications granted under the requirements established by DoD 5000.52-M for the former career fields (i.e., before 1 January 1995) remain valid and are fully equivalent to the corresponding Level I, II or III Manufacturing, Production and Quality Assurance certifications granted under the new program."

MANUFACTURING, PRODUCTION, & QUALITY ASSURANCE - LEVEL 2

EDUCATION:

- ☐ (Desired) Baccalaureate degree in engineering, chemistry, physical science,

mathematics, statistics, manufacturing or production management, industrial technology or management, quality assurance, or related field

- ☐ (Desired) Master's degree in business, production management, engineering, or a related field

EXPERIENCE:

- ☐ Two years of acquisition experience in engineering, manufacturing, production or quality assurance
- ☐ (Desired) At least four weeks (cumulative) rotational assignments at a contractor and/or Government industrial facility to include experience in quality, manufacturing, engineering and contracting (if not completed at Level 1)
- ☐ (Desired) Two additional years of experience in manufacturing, production, or quality assurance

TRAINING:

- ☐ [**ACQ 201 Intermediate Systems Acquisition \[JHA\]**](#)
Prerequisite: ACQ 101 Fundamentals of Systems Acquisition Mgmt [BU5]
- ☐ [**PQM 201 Intermediate Production and Quality Management \[BU3\]**](#)
Prerequisites:
PQM 101 Production and Quality Management Fundamentals [BU2]
ACQ 201 Intermediate Systems Acquisition [JHA]

The Manufacturing and Production career field and the Quality Assurance career field were merged effective 1 January 1995. The new career field was designated Manufacturing, Production and Quality Assurance and certification requirements became identical for personnel from both former career fields. Level I, II and III certifications granted under the requirements established by DoD 5000.52-M for the former career fields (i.e., before 1 January 1995) remain valid and are fully equivalent to the corresponding Level I, II or III Manufacturing, Production and Quality Assurance certifications granted under the new program."

MANUFACTURING, PRODUCTION, & QUALITY ASSURANCE - LEVEL 3

EDUCATION:

- ☐ (Desired) Baccalaureate degree in engineering, chemistry, physical science, mathematics, statistics, manufacturing or production management, industrial technology or management, quality assurance, or related field
- ☐ (Desired) Master's degree in business, production management, engineering, or a related field

EXPERIENCE:

- ☐ At least four years of acquisition experience in engineering, manufacturing, production, or quality assurance
- ☐ (Desired) Four additional years of experience in manufacturing, production, or quality assurance

TRAINING:

- ☐ [**PQM 301 Advanced Production and Quality Management \[HV2\]**](#)
Prerequisite: PQM 201 Intermediate Production and Quality Management [BU3]

- ☐ (Desired) One advanced seminar in current acquisition management issues (Not currently provided by DAU. See local training support office.)

The Manufacturing and Production career field and the Quality Assurance career field were merged effective 1 January 1995. The new career field was designated Manufacturing, Production and Quality Assurance and certification requirements became identical for personnel from both former career fields. Level I, II and III certifications granted under the requirements established by DoD 5000.52-M for the former career fields (i.e., before 1 January 1995) remain valid and are fully equivalent to the corresponding Level I, II or III Manufacturing, Production and Quality Assurance certifications granted under the new program."

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PROGRAM MANAGEMENT

PROGRAM MANAGEMENT - LEVEL 1

EDUCATION:

- ☐ (Desired) Baccalaureate degree preferably with a major in engineering, systems management, or business administration

EXPERIENCE:

- ☐ One year of program management experience

TRAINING:

- ☐ [ACQ 101 Fundamentals of Systems Acquisition Management \[BU5\]](#)
- ☐ (Desired) [ACQ 201 Intermediate Systems Acquisition \[JHA\]](#)
Prerequisite: ACQ 101 Fundamentals of Systems Acquisition Mgmt [BU5]
- ☐ (Desired) One DAU level 100 course in another functional area

PROGRAM MANAGEMENT - LEVEL 2

EDUCATION:

- ☐ (Desired) Master's degree preferably with a major in engineering, systems management, business administration, or a related field

EXPERIENCE:

- ☐ Two years of acquisition experience, at least one year of which must be in program management
- ☐ (Desired) An additional two years of acquisition experience, preferably in a systems program office or similar organization

TRAINING:

- ☐ [ACQ 201 Intermediate Systems Acquisition \[JHA\]](#)
Prerequisite: ACQ 101 Fundamentals of Systems Acquisition Mgmt [BU5]
- ☐ (Desired) One DAU level 200 course in another functional area
- ☐ (Desired) Intermediate level management and leadership training (Not currently provided by DAU. See local training support office.)

PROGRAM MANAGEMENT - LEVEL 3

EDUCATION:

- ☐ (Desired) Have ONE of:
 - ☐ At least 24 semester credit hours from among: accounting, business finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, organization, and management
 - ☐ At least 24 semester credit hours in the individual's career field and 12 semester credit hours in the disciplines listed above
 - ☐ Pass DANTES or CLEP equivalency exams for the above
- ☐ (Desired) Master's degree in engineering, systems acquisition management, business administration, or a related field

EXPERIENCE:

- ☐ Four years of acquisition experience, of which at least two years must have been in a program office or similar organization (dedicated matrix support to a PM or PEO, DCMC program integrator, or Supervisor of Shipbuilding)
- ☐ (Desired) Two additional years of acquisition experience

TRAINING: (see note below)

- ☐ [PMT 302 Advanced Program Management \[BU1\]](#)
Prerequisite: ACQ 201 Intermediate Systems Acquisition [JHA]

Note: Individuals not currently certified Level 3 have until 18 months after assignment to a new or different Level III position to meet this standard for certification.

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PURCHASING

PURCHASING - LEVEL 1

EDUCATION:

- ☐ (Desired) Sixteen semester hours of undergraduate work, with emphasis in business

EXPERIENCE:

- ☐ One year of experience in purchasing

TRAINING: (see note below)

- ☐ [CON 101 Basics of Contracting \[BDQ\]](#)

Note: Effective October 1, 1998, CON 101 replaced PUR 101, due to changes in the Procurement career field.

PURCHASING - LEVEL 2

EDUCATION:

- ☐ (Desired) Thirty-two semester hours of undergraduate work, with emphasis in

business

EXPERIENCE:

- ☐ Two years of experience in purchasing

TRAINING: (see note below)

- ☐ [CON 202 Basics of Contracting \[PGE\]](#)

Prerequisite: CON 101 Fundamentals of Contracting [BDQ]

Note: Effective October 1, 1998, CON 101 replaced PUR 101, due to changes in the Procurement career field.

PURCHASING - LEVEL 3

EDUCATION:

- ☐ (Desired) Sixty-four semester hours of undergraduate work, with emphasis in business

EXPERIENCE:

- ☐ Three years of experience in purchasing

TRAINING:

None required

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SYSTEMS PLANNING, RESEARCH, DEVELOPMENT & ENGINEERING

SYSTEMS PLANNING, RESEARCH, DEVELOPMENT & ENGINEERING - LEVEL 1

EDUCATION:

- ☐ Have ONE of:
 - ☐ Baccalaureate degree from an accredited institution of higher learning in engineering, physics, chemistry, mathematics, or related field
 - ☐ At least 10 years of acquisition experience in Systems Planning, Research, Development & Engineering (as of 1 Oct 91)

EXPERIENCE:

- ☐ One year of acquisition experience in science or engineering

TRAINING:

- ☐ [ACQ 101 Fundamentals of System Acquisition Management \[BU5\]](#)

SYSTEMS PLANNING, RESEARCH, DEVELOPMENT & ENGINEERING - LEVEL 2

EDUCATION:

- ☐ Have ONE of:
 - ☐ Baccalaureate degree from an accredited institution of higher learning in engineering, physics, chemistry, mathematics, or related field

☐ At least 10 years of acquisition experience in Systems Planning, Research, Development and Engineering (as of 1 Oct 91)

☐ (Desired) Master's degree from an accredited institution of higher learning in engineering, physics, chemistry, mathematics, operations research, management or related field

☐ (Desired) Nine semester credit hours from among: accounting, business finance, law, economics, industrial management, quantitative methods, or organization and management. DANTES or CLEP exams may be substituted.

EXPERIENCE:

☐ Two years of acquisition experience in science or engineering

☐ (Desired) An additional two years of acquisition experience in science or engineering

TRAINING:

☐ [ACQ 201 Intermediate Systems Acquisition \[JHA\]](#)

Prerequisite: ACQ 101 Fundamentals of Systems Acquisition Mgmt [BU5]

☐ [SYS 201 Intermediate Systems Planning, Research, Development, and Engineering \[BE2\]](#)

Prerequisite: ACQ 201 Intermediate Systems Acquisition [JHA]

☐ (Desired) A DAU level 200 or level 100 course mandatory for acquisition logistics, program management, quality assurance, communications-computer systems, manufacturing and production, test and evaluation, or systems planning, research, development and engineering

SYSTEMS PLANNING, RESEARCH DEVELOPMENT & ENGINEERING - LEVEL 3

EDUCATION:

☐ Have ONE of:

☐ Baccalaureate degree from an accredited institution of higher learning in engineering, physics, chemistry, mathematics, or related field

☐ At least 10 years of acquisition experience in Systems Planning, Research, Development and Engineering (as of 1 Oct 91)

☐ (Desired) Advanced degree from an accredited institution of higher learning in engineering, physics, chemistry, mathematics, operations research, management or related field

☐ (Desired) 12 semester hours from among: accounting, business finance, law, economics, industrial management, quantitative methods, or organization and management. DANTES or CLEP exams may be substituted

EXPERIENCE:

☐ Four years of acquisition experience in science or engineering

☐ (Desired) Four additional years of experience in acquisition positions of increasing responsibility and complexity

TRAINING:

☐ [SYS 301 Advanced Systems Planning, Research, Development and Engineering \[HV1\]](#)

Prerequisite: SYS 201 Intermediate Systems Planning, Research, Development and Eng [BE2]

☐ (Desired) Any mandatory DAU level 200 or level 300 course in acquisition logistics; program management; quality assurance; communications-computer systems; manufacturing and production; test and evaluation; or systems planning, research, development and engineering



TEST AND EVALUATION

TEST AND EVALUATION - LEVEL 1

EDUCATION:

☐ Have ONE of:

☐ Baccalaureate degree with 24 semester hours, or equivalent, in physical science, mathematics, chemistry, engineering, physics, operations research, or a related field

☐ At least 10 years of acquisition experience (as of 1 Oct 91)

EXPERIENCE:

☐ One year of acquisition experience (T & E experience, or experience with a technical orientation in an acquisition position is preferred)

TRAINING:

☐ [ACQ 101 Fundamentals of System Acquisition Management \[BU5\]](#)

☐ [TST 101 Introduction to Acquisition Workforce Test and Evaluation \[PC5\]](#)

Prerequisite: ACQ 101 Fundamentals of Systems Acquisition Mgmt [BU5]

TEST AND EVALUATION - LEVEL 2

EDUCATION:

☐ Have ONE of:

☐ Baccalaureate degree with 24 semester hours, or equivalent, in physical science, mathematics, chemistry, engineering, physics, operations research, or a related field

☐ At least 10 years of acquisition experience (as of 1 Oct 91)

☐ (Desired) Master's degree in one of the above fields

☐ (Desired) Two 3 Continuing Education Unit (CEU) technical courses in a test and evaluation specialty area

☐ (Desired) Meet Acquisition Corps education requirements

EXPERIENCE:

☐ Two years of acquisition experience, of which at least one year is test and

evaluation experience

- ☐ (Desired) An additional two years of acquisition experience, of which one year is test and evaluation experience

TRAINING:

- ☐ [ACQ 201 Intermediate Systems Acquisition \[JHA\]](#)
Prerequisite: ACQ 101 Fundamentals of Systems Acquisition Mgmt [BU5]
- ☐ [TST 202 Intermediate Test and Evaluation \[QMI\]](#)
Prerequisites:
TST 101 Introduction to Acquisition Workforce Test and Evaluation [PC5]
ACQ 201 Intermediate Systems Acquisition [JHA]

TEST AND EVALUATION - LEVEL 3

EDUCATION:

- ☐ Have ONE of:
- ☐ Baccalaureate degree with 24 semester hours, or equivalent, in physical science, mathematics, chemistry, engineering, physics, operations research, or a related field
 - ☐ At least 10 years of acquisition experience (as of 1 Oct 91)
- ☐ (Desired) At least 12 semester credit hours from among: accounting, business finance, law, contracts, purchasing, economics, industrial management, marketing, business quantitative methods, organization and management. Equivalency exams may be substituted.
- ☐ (Desired) Master's degree in physical science, mathematics, chemistry, engineering, physics, operations research, or a related field
- ☐ (Desired) One 3 Continuing Education Unit (CEU) technical course (in addition to those required at Level II) in a test and evaluation specialty area

EXPERIENCE:

- ☐ Four years of acquisition experience, of which at least two years is test and evaluation experience
- ☐ (Desired) Four additional years of acquisition experience, of which at least two years are test and evaluation experience

TRAINING:

- ☐ [TST 301 Advanced Test and Evaluation \[QL9\]](#)
Prerequisite: TST 202 Intermediate Test and Evaluation [QMI]

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